

May 2, 2003

Dear Interested Bidders:

**REQUEST FOR PROPOSALS FOR TECHNICAL ASSISTANCE TO SUPPORT
21ST CENTURY COMMUNITY LEARNING CENTER GRANTEES:
June 16, 2003 – June 30, 2004**

This letter informs you of the Request for Proposals (RFP) for technical assistance to support the California 21st Century Community Learning Centers program (21st CCLC) grantees. The legal authority for the provision of technical assistance and training services is California Education code Section 8484.8 (a), which stems from SB 1478 (Ch. 1036/02, McPherson). The statute and related Education Code section are available at <www.leginfo.ca.gov> for your use.

Public or private corporations, agencies, organizations, or associations with at least five years of experience in the development and provision of technical assistance for before and after school programs may submit proposals in response to this request. The bidder must be legally constituted and qualified to do business within the State of California (registered with the Secretary of State). This project is 100 percent federally funded and administered by the California Department of Education. The cost limit for this RFP is set at \$500,000.

Interested applicants must follow the timeline for application in Section IV (E) of the RFP (attached). Proposals must be received by the California Department of Education at 1430 N Street, Suite 6408, Sacramento, California no later than 10:00 a.m. on May 30, 2003. A Letter of Intent must be submitted in writing to the attention of Jane Ross, CDE Consultant (by mail, FAX to 916-319-0221, or email jaross@cde.ca.gov), and received by 10:00 a.m. on May 16, 2003. Questions pertaining to the RFP may be submitted in writing with the Letter of Intent and directed to Jane Ross. Questions must be received by 10:00 a.m. on May 16, 2003. Please note the section and page number(s), and include the bidder's name, company, fax and email address pertaining to questions submitted.

Sincerely,

Kathy B. Lewis
Associate Superintendent
Child, Youth, and Family Services Branch

WB:jr
Enclosure: RFP Package

**REQUEST FOR PROPOSALS FOR TECHNICAL ASSISTANCE TO SUPPORT
21ST CENTURYCOMMUNITY LEARNING CENTER GRANTEES:
June 16, 2003 – June 30, 2004**

Authorizing Statute: SB 1478 (Ch. 1036/02, McPherson)
Locate at *www.leginfo.ca.gov*

IV. E Time Schedule

Critical dates for the Request for Proposal follow:

| | |
|--------------------------|---|
| May 2, 2003 | RFP is released by CDE, and advertised in the California State Contracts Register |
| May 16, 2003 | Letter of Intent to Apply/Bid must be received by 10 a.m. |
| May 16, 2003 | All questions must be received by CDE by 10 a.m. |
| May 27, 2003 | Responses to questions provided to bidders |
| May 30, 2003 | Proposals due to CDE After School Partnerships Office by 10:00 a.m. |
| June 2-3, 2003 | Review and rating of technical proposals |
| June 4, 2003 | Public opening of cost/price proposals at 10:00 a.m. |
| June 5 - 11, 2003 | Five-day posting period |
| June 11, 2003 | Notification of the successful bidder at 5:00 p.m. |
| June 16, 2003 | Proposed contract start date |